

ADILAKSHMI

PRODUCTION EXPERT

PERSONAL PROFILE

Responsible Production Expert, passionate about delivering outstanding quality and service. Offering 3.5 years of experience in the industry with a history of recognition for performance.

WORK EXPERIENCE

Production Expert

MEERO | Nov 2019 - Mar 2023

- Conduct day-to-day project coordination and implementation across multiple teams
- Coordinating with internal teams to meet and deliver high-quality standards/outputs

Photographer

Freelancer | March 2016 - Oct 2019

- Worked with most of the personal websites with Samyak, Fazal, Brand Box and E-commerce website of India. Like Amazon, Amazon Karigar Myntra, Flipkart.

EDUCATIONAL HISTORY

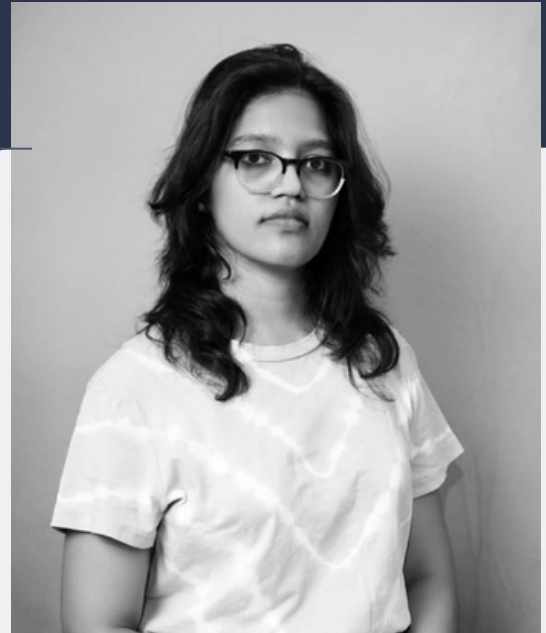
Garden City University

BA Journalism | Jun 2015 - Jun 2018

- Studied Journalism, Psychology, and Literature
- Written and published many articles in the college In-house Monthly Magazine and Weekly News-letter.

ACCOMPLISHMENTS

- Improved Quality reviews by successfully handling customer issues and implementing monthly and bi weekly team meeting's.
- Managed APAC and EMEA projects, resulting in increased productivity.



CONTACT ME AT



+91 7259904886



adilakshmikotla@gmail.com



adilakshmi-kotla-188767171



Bangalore - 560016

SKILLS SUMMARY

- Project Management
- Team management
- Team coordination
- Process Improvement
- Results-focused
- Target setting and management
- Knowledge of Looker and Asana

AWARDS RECEIVED

- Most Outstanding Employee of the Month, MEERO (2020)
- 'Pride of Garden City University, A Prestigious Award given in the Media category.